

Contract types

Different employment relationships will be more suited to different types of contract:

- Permanent contract: More suited to positions which have no foreseeable end, where the work needed is expected to be consistent e.g. 37.5 hours per week. This is the most commonly used form of contract.
- Fixed-term contract: Used when the work needed is for a finite period of time e.g. 1 year or for the duration of a project or piece of work.
- Term-time contract: Used to employ a person to work during school term times. Particularly useful in the Education sector but can also be used to suit people with childcare responsibilities.
- Zero-hours (or casual) contract: Used to contract a member of staff to work only when work is available. There is no obligation for either the employer or the employee to give or accept work, respectively. Most suited to work which is irregular or unpredictable.
- Annualised-hours contract: Used where the work is not evenly spread across the year. For example, where work is plenty in the summer but scarce in the winter. The employer estimates the amount of hours needed over the year and employs the employee to work that amount over the entirety of the year. The employee is usually paid the same amount each month i.e. an average weekly amount of hours over the year e.g. 1,200 hours per year would be paid as 100 hours per month.

Part-time and Full-time contracts merely describe the amount of hours per week that the employee is contracted to. Full time is usually considered, at least, 35 hours per week. The definition of part-time work is "fewer hours than a full-time worker".

When considering the best contract to use, you will need to estimate the amount of work necessary, when it will be needed, how long for and how predictable the regularity of the work will be.

If you need any further advice then do not hesitate to contact us at help@peoplehubhr.co.uk or give us a call. Visit our website for further details: www.peoplehubhr.co.uk